

# Oakland Elementary PTO Minutes

## September 20, 2016

### **Members Present:**

Tesha Topper	Scottie Gomez	Jennifer Kohrs
Verita Wallace	Byron DeBraine	Nadiyah DeBraine
Jackie Prince	Danielle Slikker	Rick Garcia
Katrina Clark	Annette Ramirez	Nikia Babin
Michelle Christopherson	Brenda Woodbury	

Meeting called to order at 9:02 a.m. by Danielle Slikker

Agenda was given to all members.

### **Review of Procedures:** Danielle Slikker

Mrs. Hoeffken the principal sent a message to Danielle to remind and request that:

- Volunteers should ask before entering the front office.
- Please volunteers use the front lobby guest restroom if you need to use a restroom while on campus.
- Be mindful of teachers and respectful of their space and classrooms.
- Never pop your head in a classroom.
- No kids under school age should be in main building. However they are allowed in the lunch room.
- If you will be at school more than 2 hours. Please try to park at the end of the lot.

### **Special Project Information:** Danielle Slikker

- Dad's Club is helping by starting work on the 1<sup>ST</sup> Science Outdoor Learning Area.
- PTO and Dad's Club will be working on the 2<sup>nd</sup> Outdoor Learning Area.
- Passed out pictures of Mrs. Hoeffken's ideas of outdoor tables and shade covers that would benefit the kids most.
- Some other ideas mentioned by Danielle was large game areas hopscotch or chess games outside for the kids to enjoy.
- Boosterthon did help fund this project but because we are actually spending past monies not all money raised will go toward this project alone.
- Danielle wanted to know if the board would like to allocate \$15,000 for the projects since that is approximately how much projects have cost in the past. She gave an example of the marquee sign purchased last year for the school by the PTO.
  - Explained how our self funding PTO works and how we have one to two years of funds at all times for future budget items.
  - Jennifer Kohrs motioned for the \$15,000 for outdoor classroom project and it was second by Katrina Clark and approved by Danielle S. No objections to this motion.

**Treasurer's Report:** Brenda Woodbury

- Financial expense and income report distributed.
- Annual project: Two outdoor classroom areas.
- Explained procedures for filling out the expense report and where they are located.
- The PTO does not pay for sales tax on any receipts.
- Please keep receipts or staple to income expense report.
- Went over briefly some of the procedures when buying things for school functions.
- Please pick up and submit tax exempt letter before buying anything.
- A member of PTO asked some financial questions and it was decided due to time constraints that they would email those ideas and answers to figure out the best way forward.
- It was explained how to read the expense report. Top portion should be all income and bottom half should be all expenses.

**Communication:** No report

**Fundraising:** Danielle Slikker

(Kerry Padilla our fundraising chair is out of town but sent a report and message for everyone copied below.)

**9/20/16 PTO Fundraising Update Sent By: Kerry Padilla**

**Boosterthon**

As of Friday afternoon our pledge total was \$26,705.79!!!

**At 95%** = \$25,370.50

**At 97%** = \$25,904.61

**At 100%** = \$26,705.79

**Here are our final pledge stats:**

States: 38

Countries: 4

Registration %: 71

Participation %: 56

# Of Pledges: 1598

**Top classes:**

Kindergarten: Ripkowski

1st grade: Schooley

2nd grade: Witte

3rd grade: Leidelmeyer

4th grade: Drake

5th grade: Vo

BONUS pledge days until Tuesday 9/20, so we hope our numbers only go up from there...

Pledges DUE Wednesday 9/21

First Count - Thursday, 9/22 7:30am in the library.

Confirmed Volunteers - Katrina Clark, Michelle Gordon, Brenda Woodbury, and myself.  
We need four or five more people that day.

Second Count - Monday, 10/4.

### **Spirit Nights**

First Wednesday – Il Primo – adding a homeroom contest in October for an extra recess.

Third Wednesday - Papa Johns – They made flyers that are going home in Tuesday (9/20) folders. Coupon on flyer that needs to be submitted... Up to 30% of proceeds with 30 or more orders.

Chick-fil-A – 10/4 and 1/31. I'm still waiting on the Bella Terra Fundraising contact to send details on proceeds.

Smoothie King – Talked with owner and he is interested. Working out details.

Victor's Mexican – I've emailed the owner. He said he would get back to me when he got back from vacation. Nothing yet. I've sent another e-mail to follow-up...

### **Other Fundraising**

Kroger – We just need to keep advertising...online, email blast? Tuesday folders?

HEB – Ms. Gray has been contacted about a possible fundraising opportunity. She'll pass along when she gets the details.

### **Carnival**

First planning meeting October?

- Box tops Deadline will be October 24<sup>th</sup>
- Box tops awards and budget discussed. Annette will look into past incentives and maybe try some new ideas for rewarding teachers and students or classes.
- Kroger rewards have 53 members signed up for Kroger Card School connect program.
- Amazon also has a free fundraiser program.
- Chickfila Spirit night will have competitions and other fun activities.

### **Volunteer Update:** Jackie / Katrina

- Please NO under school age kids on the stage.
- We will have lots of take home projects closer to the holidays.
- For now they are able to handle the load with regular volunteers.
- Prefer things done by end of day if possible.
- Thanks to all the hard working volunteers.

### **Dads Club:** Rick Garcia

- Plans to hopefully start Project landscape next month for outdoor classrooms.
- Before they start they need finalized design and cost and district approval.
- First Meeting of the year is Wednesday September 21<sup>st</sup> in the library from 6:30-7:30 pm
- Excited about Dad's Club November Spaghetti dinner

- Batman Dad's Club shirt will be ordered soon for all men in Dad's Club who choose to purchase one.
- They will be leaving schedules open while still coming up to the school and finding ways to be present and supporting for the kids and staff.

**Teacher Appreciation:** Danielle S.

- Lots of support for Ms. Suter the Art teacher she is asking for help for kinder outclass times and needs volunteers to help. Please sign up if you are interested.
- The art room kinder helper volunteers are on going, fun, appreciated and needed.
- Please continue to bring food to help with the Teacher Appreciation lunch once per month.
- PTO emails will be sent weekly to remind parents of upcoming events.
- If you would like to send information in this reminder please send it to Danielle S.

**Yearbook Update:** Jennifer Kohrs

- Sold 200 yearbooks so far
- 10 year anniversary is still available if anyone missed it.
- Not ordering as many this year as in the past.
- Last years issue with selling has caused a few changes to our policy for yearbook
- Online only orders this year for 2016-2017 book
- No cash or checks will be accepted for yearbook preorders due to high volume of misunderstandings last year.
- Scheduled reminders for information on yearbook will be sent by Jennifer Kohrs Please do not remind or send information on social media about the yearbook without asking Jen K first please so we do not confuse the parents or put out the wrong info.
- Yearbook cover is in the process of being designed.
- Anyone can load pictures to the yearbook. Please ask Jennifer Kohrs for information on doing this.

**Room Parent Update:** Nikia Babin

- Meeting coming soon for Room Parents to have a Meet and Greet.
- Sending email to the Room Parents Soon
- New ideas to be sent to Brenda and Danielle on way to help it run smoothly.

**Merchandise:** Scottie Gomez

- The first fun shirt sale was a success. Limited Sizes and supplies are left of these two styles.
- We have bows for sale as an ongoing accessory sale .\$.7.00 each
- The pre-order only Fall Merchandise Sale is officially over and should be delivered to the school today and hopefully delivered to classes when they arrive today!

**New Information:** Danielle S.

- We have some NEW PTO shirts in various colors available for purchase at no profit to PTO.
- We also have a new jersey style spirit shirt available only to PTO members and may be offered to staff and teachers that can be customized with your initial.
- Please contact Danielle S. or Scottie G. to get a form to order and turn in order for production

**Anything missed:** Danielle S.

- New fundraiser idea for this school year is a First Annual Father Daughter Dance for early next year and First Annual Mother Son Game Night this fall.
- Nakia Babin, Scottie Gomez, Annette Ramirez, and Brenda Woodbury are going to help organize these two events we will most likely have the Mother/ Son night in the fall and the Father /Daughter event early next year near Valentines Day.
- Danielle is going to be submitting dates soon for both events to get approval from the administration.

Next meeting will be October 18<sup>th</sup> at 9:00 a.m. location TBD

Most likely the stage in the cafeteria but more info to come on the location.

Meeting adjourned at 9:55 a.m. by Danielle Slikker